

GENERAL SERVICES ADMINISTRATION  
Federal Supply Service  
Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up to date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu driven database system.

The INTERNET address GSA Advantage! is: [GSAAdvantage.gov](http://GSAAdvantage.gov).

Federal Supply Group 36 – Office of Imaging and Document Solutions

Extension of GS-25F-0050M under Solicitation Number 3FNJ-C1-00-0001B Refresh 13

For more information on ordering from the Federal Supply Schedules click on the FSS Schedules button at [fss.gsa.gov](http://fss.gsa.gov).

Contract period: June 2, 2007 – September 30, 2011

Space Technologies, LLC  
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Hanover, MD 21076

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Small business

## **SIN: 51 504 RECORDS MANAGEMENT SERVICES**

### **Chart I - Labor Categories**

<b><u>Labor Category</u></b>	<b><u>Government Rate</u></b>
Warehouse Clerk	24.90/Hr
Doc Prep Clerk	24.90/Hr
Data Entry Clerk	29.75/Hr
Records Analyst	30.00/Hr
Site Supervisor	49.80/Hr
Project Manager	100.00/Hr

### **Chart II**

<b><u>Item</u></b>	<b><u>Unit of issue</u></b>	<b><u>Government Price</u></b>
Standard Box Storage	15x12x10 box	2.64/yr
Legal Box Storage	15x24x10	5.28/yr
Odd Size Box Storage	Box	7.00/yr
Pallet Storage	Cubic Foot	.50/month
Short Term Storage	Cubic Foot	.65/month
Initial Pickup	Pallet	45.00
Initial Pickup	Box	15.00
Retrieval	Item	3.00
Delivery	Each	15.00
Pickup	Item	3.00
Emergency Service	Hour (2 hr min)	47.50 (2 hr min)
Box/Folder Preparation	Item	9.00
Folder Barcoding	Each	.13
Inventory	Hour	24.90
Fax Service	Each	9.00
(Up to 10 Pages)		
Fax Additional Page	Each	.90
Information Retrieval	Each	3.25
Request Not Found	Each	2.50
Interfile	Each	2.00
Photocopy	Page	.09
Destruction	Item	4.75
Database Creation	Each	90.00
File Research	Hour	50.00
Permanent Withdrawal	Item	1.90

## **SIN: 51 506 DOCUMENT CONVERSION SERVICES**

### **Chart I - Labor Categories**

<b><u>Labor Category</u></b>	<b><u>Government Rate</u></b>
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Warehouse Clerk	\$24.90/Hr
Doc. Prep Clerk	\$24.90/Hr
Data Entry Clerk	\$29.75/Hr
Computer Tech	\$75.00/Hr

### **Chart II**

<b><u>Item</u></b>	<b><u>Unit of issue</u></b>	<b><u>Government Price</u></b>
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Paper 8.5x11 200 dpi	Image	.08
Paper 8.5 x 11 300 dpi	Image	.15
Drawings A-F	Sheet	\$2.95 and up
OCR Technology	Image	.15 and up
CD-ROM Duplicate	Each	\$20.00

## **SIN: 51 507 DESTRUCTION SERVICES**

### **Chart I - Labor Categories**

<b><u>Labor Category</u></b>	<b><u>Government Rate</u></b>
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Warehouse Clerk	\$24.90/Hr
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1. **Maximum Order – none**
2. **Minimum Order - \$1,000.00**
3. **Geographic Coverage – Maryland, Virginia, District of Columbia**
4. **Points of production: 7445 New Ridge Road, Hanover, MD 21076**
5. **Discount from list prices: as stated in pricing charts**
6. **Quantity discounts: as stated in pricing charts**
7. **Prompt payment terms: 2% 20 days, net 30 days**
8. **Government purchase cards are accepted.**
9. **Foreign Items – not applicable**
10. **Time of delivery: 1-5 days.**
- 11b. **Items available for expedited delivery are noted in the price list.**
- 11c. **Overnight and 2-day delivery are available. Contact Space Technologies, LLC for rates and details.**
- 11d. **Space Technologies, LLC will respond to all Urgent Requests. Please contact Space Technologies, LLC for rates and details.**
11. **FOB Destination**
- 13a. **Ordering address: 7445 New Ridge Road, Hanover, MD 21076**
- 13b. **Ordering procedures: For services, information on Blanket Purchase Agreements (BPAs) can be found in Federal Acquisition Regulation (FAR) 8.405-3**
14. **Payment Address: 8691 Larkin Road, Savage, MD 20763-9722**
15. **Warranty**  
**SIN: 51 504a, 51 504b, 51 507**  
**There are no additional limitations or warranties, expressed or implied, other than those stated in the solicitation**  
  
**SIN: 51 506**  
**Space Technologies, LLC warrants the files delivered to the ordering agencies up to 30 days following the acceptance for each order. Individual agency is responsible for Backup Copy/Liability.**
16. **Export Packing Charges - Not Applicable**
17. **Terms and Conditions of Government Purchase Card acceptance: Must be submitted to Space Tech within 30 days of invoice**
18. **Rental, maintenance and repair - Not Applicable**
19. **Installation - Not Applicable**

**20. Repair Parts - Not Applicable**

**20a. Terms and conditions for other services – Not Applicable**

**21. Service and Distribution Points provided at 7445 New Ridge Road Hanover, MD 21076**

**22. Participating Dealers - Not Applicable**

**23. Preventive Maintenance - Not Applicable**

**24a. Environmental Attributes – Shredded material reused as packing material where acceptable.**

**24b. Section 508 Compliance – Not Applicable**

**25. DUNS Number: 96-577-4318**

**26. Space Technologies, LLC is registered in the Central Contractor Registration (CCR) database**